



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS, 442D SIGNAL BATTALION**  
**FORT GORDON, GEORGIA 30905**

**COMMAND POLICY LETTER**

ATZH-LCB

27 August 2015

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Letter #9 – Physical Readiness Training

1. **PURPOSE:** This memorandum establishes the physical readiness training (PRT) policy for all 442<sup>nd</sup> Signal Battalion Units.
2. **Applicability.** This policy applies to all Soldiers assigned and attached to the Battalion. All Soldiers, NCOs, and Officers will participate in the organized programs as outlined below.
3. **References:**
  - a. AR 600-9, The Army Body Composition Program, 28 June 2013
  - b. AR 670-1, Wear and Appearance of Army Uniforms and Insignia, 3 February 2005/RAR 11 May 2012
  - c. FM 7-22, Army Physical Readiness Training, 26 October 2012
  - d. AR 350-1, Army Training and Leader Development
  - e. Army Directive 2012-20, Physical Fitness and Height and Weight Requirement for Professional Military Educational Memo, dated 17 Sep 2012
4. **General.** Physical fitness is a critical aspect of training and one element of Comprehensive Soldier Fitness that leaders can directly influence. Physical fitness is a shared individual and unit responsibility and each Soldier's level of physical fitness directly impacts on the overall readiness of his or her unit. It is the Soldier's responsibility to stay physically fit and maintain Army height-weight standards. It is the unit commander's responsibility to provide a challenging Physical Readiness Training (PRT) program that promotes maximum physical conditioning and readiness.
5. **Standards.** The Army's physical fitness standard is the Army Physical Fitness Test (APFT) and the minimum standard is 60 points in each event of the APFT with a total score of 180 points. The Battalion APFT goal is for each Soldier to score a minimum of 250 points and be able to run four miles in formation at a nine minute-per-mile pace. The Battalion's overall goal of PRT is to develop Soldiers who are physically capable and ready to perform their current and future duty assignments. Units (companies and classes) are encouraged to establish additional goals. Weigh-ins and body fat assessments will be conducted every 6 months at a minimum and in accordance with AR 600-9, The Army Body Composition Program (ABCP). In order to

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ensure the ABCP does not interfere with Soldier performance on the APFT, commanders and supervisors are encouraged to allow a minimum of 7 days between APFT and weigh-in, if feasible.

6. Policy. This policy outlines the methods required to ensure that all Soldiers achieve a base fitness readiness level that will allow them to conduct daily operations safely and effectively while preparing them for follow-on assignments and/or individual taskings. All Soldiers will participate in organized PRT a minimum of three times a week under the following guidelines:

a. Company PRT.

(1) Each company will conduct PRT at a minimum M-W-F from 0600-0700 for all Soldiers, NCOs and Officers who are not conducting PRT within an assigned class. Instructors, who normally train with a class but do not have students in house, will participate in their Company PRT program until their next class arrives.

(2) All company commanders, first sergeants, staff officers, and staff NCOs will participate in PRT with their assigned or attached unit. The command group and school house SGMs will move across the formations ensure PRT is properly being conducted.

(3) Regardless of status, (i.e. permanent party, student, etc.) all Soldiers are required to wear the Improved Physical Fitness Uniform (IPFU) IAW AR 670-1 while conducting PRT on the Installation, to include gyms during the prescribed PRT hour. The PRT uniform consists of the summer or winter IPFU; long or short sleeve T-shirt, shorts, jacket, pants, green fleece cap, black/green gloves, and reflective belt.

b. Student PRT.

(1) Organized PRT will be executed for all classes longer than two weeks. The class instructors will supervise student PRT. Students can plan the training as part of their professional development, but instructors are ultimately responsible for the training. Organized PRT will be conducted during all phases of student training except when the Soldiers are deployed on a field training exercise (FTX). If specific training days do not lend themselves to organized PRT (staff rides etc.) the days of organized PRT will be adjusted to accommodate the schedule while maintaining at least three days of organized PRT.

(2) All students attending PME, Functional and Functional Area courses will be given an entrance APFT and height and weight screening within 72 hours of course report date. The exception is Soldiers reporting from a deployment within the past 30 days. Student will be tested 30 days after their course report date, Students in a course less than eight weeks will be exempted from an initial APFT and height/weight screening. All Soldiers will be required to pass the APFT standards per FM 7-22, height and weight screening per AR 600-9 and AR350-1, Para 3-12. Soldiers who fail to pass an APFT or fail to comply with height and weight requirements will be given another APFT and/or height and weight screening 7-24 calendar days after the failure date.

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a. Army Directive 2012-20 will affect the following 442<sup>nd</sup> PME course: Captain Career Course, Intermediate Level Educations, and Warrant Officer Advance Leaders Course Soldiers that fail initial entry APFT and /or height and weight standards and a retest within 7 to 24 days will be removed from the course. Active duty Soldiers in "PCS" status will be assigned to the 442nd Signal Battalion pending assignment instructions. or "TDY enroute" Soldiers stay attached pending clarification of assignment instructions for their follow-on assignment. Title 10 AGR in "TDY" or "PCS" status will be attached to the Fort Gordon Office of the Reserve Component Affairs Office pending assignment instructions. All other Reserve/ National Guard Soldiers will be returned to their home station/ unit. Personnel actions will be initiated IAW Army Directive 2012-20 Memo, dated 17 Sep 2012. See flow chart in Annex A. (Note: In some cases, upon 442nd Signal Battalion and HRC approval, active duty Soldiers who fail height and weight or the APFT will be assigned to HQ/A company and given a diagnostic PT test after 14 days for assessment only. The Soldier will be scheduled for next available class and will be required to re-take the initial APFT and height and weight screening for applicable course.)

b. The following IMT/Functional area course will fall under AR 350-1: Signal Basic Officer Leaders Course, Signal Warrant Officer Basic Course, FA 24, FA 53, 25E, and 25D. Soldiers attending professional military education and functional training are eight weeks or longer will be administered the APFT as a course requirement. Courses less than 8 weeks may require completion of the APFT at the discretion of the commandant or commander. One retest is allowed. It will be administered no earlier than seven days after the initial APFT failure. Soldiers who fail to meet the APFT standards will be considered an academic course graduate, but item 11C of their DA Form 1059 will be marked "Marginally Achieved Course Standards" and item 14 will be marked "Failed to Meet APFT Standards".

(3) Class instructors (TACs, SGLs, ACEs, etc.) will schedule PRT for every duty day in order to ensure the physical fitness of their students. The training must be included in the class training schedules. Additional PRT may never be added to the schedule as a punitive action. Instructors are encouraged to use the five-day-a-week PRT option as an incentive for their classes to achieve goals on mid-course APFTs. However, this incentive must be for the entire group that executes PRT together (class/section) - not for individual Soldiers. For example, an authorized incentive is that if the class sets the APFT goal of "everyone scores at least 220 and the class average is 260", and the class meets that goal, then the entire class may go from five-day-a-week PRT to three-day-a-week. An unauthorized incentive is "every Soldier who scores above 290 goes to three-day-a-week PRT but everyone else stays at five-day-a-week." Incentives ARE NOT authorized for Special Physical Fitness Program participants until they overcome the condition that placed them on the program.

(4) Special Physical Fitness Programs (SPFPs). Class instructors (TACs, SGLs, ACEs etc...) will establish SPFPs for all students who are unable to meet the Army physical fitness standards, and enroll them in the ABCP in accordance with AR 600-9. SPFPs will be conducted by Master Fitness Trainers or leaders designated by the course SGL.

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(5) Overweight Students. Students determined to be overweight IAW AR 600-9 ABCP, will be enrolled in SPFP. The SPFP will be conducted during normal PRT hours. Students will remain enrolled in the SPFP as long as they are enrolled in the weight control program, and will report to their respective SGL/TAC monthly for weigh-in and body fat assessments until they are IAW AR 600-9.

(6) Snowbirds/Blackbirds. Students in snowbird and blackbird status will conduct PRT IAW their unit/section of assignment. This applies to students assigned both internally and externally to the 442d. Snowbirds and blackbirds assigned within the 442d will conduct PRT with their company of assignment. For example, students assigned to staff sections will conduct PRT with HQ/A, etc. Due to the continuous rotation of students within the 442d, it is the responsibility of supervisors to ensure that snowbirds and blackbirds comply with this policy. Students in snowbird status waiting to enter the SCCC course early will be required to take the APFT and height/weight screening with the incoming class. Students in snowbird and blackbird status will conduct PT IAW their unit/section of assignment.

(7) The Initial APFT requirement is waived for Soldiers returning from combat operations or Global War on Terrorism (GWOT) deployment and reporting directly to a PME course with 30 or fewer training days. Company Commander will ensure Soldiers returning from combat operations/GWOT deployment, reporting directly to a PME course for more than 30 training days, meet the APFT standards prior to graduation.

(8) The United States Army Physical Fitness Badge is awarded to soldiers who obtain a score of 270 or higher, with a score of 90 or above in each event, on the 300-point scale of the Army Physical Fitness Test. The Physical Fitness Badge is intended to recognize those who have excelled in physical fitness, which is considered an important aspect for military service. The only documentation required to award the Physical Fitness Badge is the record scorecard indicating the soldier has met the standard for the badge. If the soldier fails to meet the standard at a later date, the badge is no longer authorized for wear on the uniform. Soldiers who obtain a minimum score of 300 or above, with a minimum of 100 points per event on the APFT, and meet the body fat standards will be awarded the Physical Fitness Badge BN Certificate of Achievement.

c. Permanent Party.

(1) Special Physical Fitness Programs (SPFPs). Companies will establish SPFPs for all Soldiers (officers and enlisted) who are unable to meet the Army physical fitness standards; are enrolled in the ABCP in accordance with AR 600-9; or who have permanent or temporary profiles that eliminate their ability to participate in normal PRT. Soldiers who achieve the Army PRT standards but do not meet the battalion or unit standards are not to be enrolled in the program. SPFPs will be run at the Company level by Master Fitness Trainers or leaders designated by the Company First Sergeant.

(2) APFT Failures. Soldiers who are enrolled in a SPFP for failure to pass the APFT will participate in the SPFP every duty day unless they are participating in an FTX. The SPFP must be conducted during the normal PRT hours. Soldiers will remain enrolled in the SPFP until they pass the test in a FOR RECORD APFT, not a diagnostic APFT. Companies are encouraged to

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use diagnostic APFTs to help track the progress of SPFP Soldiers; however, we will not administer a diagnostic APFT to an SPFP Soldier and then change that test to a FOR RECORD APFT after the Soldier passes the test.

(3) Profile Soldiers. Soldiers on permanent or temporary profiles are first encouraged to participate in unit PRT to the maximum of their ability. If this is not possible, they will participate in the SPFP only on the duty days that the unit is conducting normal PRT. Commanders and class instructors in conjunction with the Master Fitness instructor and medical authorities will develop a SPFP consistent with the Soldier's limitations. Soldiers with profiles so restrictive that they must have an individual fitness program will have their program certified by their company commander and/or first sergeant. They will be accounted for at the normal PRT location and then released to execute their individual program.

(4) Overweight Soldiers. Soldiers determined to be overweight IAW AR 600-9, The ABCP, will be enrolled in the company SPFP and participate every duty day unless they are participating in an FTX. The SPFP must be conducted during normal PRT hours. The focus of the program will be to ensure all Soldiers achieve optimal health and physical performance and assist Soldiers in meeting and maintaining body fat standards IAW AR 600-9. Soldiers will remain enrolled in the SPFP as long as they are enrolled in the ABCP.

(5) The United States Army Physical Fitness Badge is awarded to soldiers who obtain a score of 270 or higher, with a score of 90 or above in each event, on the 300-point scale of the Army Physical Fitness Test. The Physical Fitness Badge is intended to recognize those who have excelled in physical fitness, which is considered an important aspect for military service. The only documentation required to award the Physical Fitness Badge is the record scorecard indicating the soldier has met the standard for the badge. If the soldier fails to meet the standard at a later date, the badge is no longer authorized for wear on the uniform.

(6) Soldiers who obtain a minimum score of 270-299, with a minimum of 90 points per event on the APFT, and meet the body fat standards will be awarded the Physical Fitness Badge and a three-day pass.

(7) Soldiers who obtain a minimum score of 300 or above, with a minimum of 100 points per event on the APFT, and meet the body fat standards will be awarded the Physical Fitness Badge, a four-day pass, and a BN Certificate of Achievement.

(8) For Soldiers who take an alternate aerobic event, and obtain a minimum score of 90 points in the push-up and sit-up events and obtain a GO in their alternate aerobic event will be awarded a three day pass. Soldiers who obtain a minimum score of 100 points in the push-up and sit-up events and obtain a GO in their alternate aerobic event will be awarded a four-day pass.

7. Battalion Runs. The battalion will execute a Battalion Run semi-annually in order to build esprit-de-corps and validate the four-mile goal. Participation in the Battalion Runs is mandatory for all Soldiers assigned or attached to the 442d Signal Battalion. The Battalion CSM will oversee the planning and preparations for the Battalion Run. The Battalion S3 will publish an OPOD with specific instructions.

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8. EFFECTIVE DATE: This policy replaces Commander's Policy Memorandum #9 – Physical Fitness/Weight Control Policy, dated 9 January 2014.

*Ready Rapid Reliable*

**//ORIGINAL SIGNED//**

ERIC A. ANDERSON

LTC, SC

Commanding

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